

## NOTICES OF SUBSTANTIVE POLICY STATEMENTS

The Administrative Procedure Act requires the publication of substantive policy statements issued by agencies (A.R.S.) § 41101(B)(14)). Substantive Policy Statements are written expressions which inform the general public of an agency's current approach to rule or regulation practice substantive policy statement does not include internal procedural documents which may only affect the internal procedures of the agency and does not impose additional requirements or penalties on regulated parties in accordance with A.R.S. Title 41.

### NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

#### DEPARTMENT OF ADMINISTRATION

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:  
Governor's Regulatory Review Council  
Submission of Documents SP G96-1
2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
Issue date: December 17, 1996  
Effective date: December 17, 1996
3. Summary of the contents of the substantive policy statement:  
R1-6-103(A) and (C)(2) and R1-6-108 require the submission of 11 rule or summary rule packages, or 5-year review reports to the Council offices. Each package or report is to contain the items listed in the rule. This Substantive Policy Statement allows for an alternative method of submittal.
4. A statement as to whether the substantive policy statement is a new statement or a revision:  
New statement.
5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:  
Name: Robert Dalager, GRRC Administrator  
Address: Department of Administration  
Governor's Regulatory Review Council  
1400 West Washington, Suite 270  
Phoenix, Arizona 85007  
Telephone: (602) 542-2058  
Fax: (602) 542-1486
6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:  
Copies are available at the ADOA Director's Office, at 1700 West Washington, Suite 601, Phoenix, Arizona 85007, or from the person identified in question 5.